

*1 de DDP Castle-4
Supposition*

RID-62/99
1 October 1962

MEMORANDUM FOR: Agency Records Administration Officer

VIA : Chief, DDP/SG

SUBJECT : Temporary Storage of Machine Tapes at Records Center

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1. RID, [] has in its possession 276 cubic feet of machine paper tapes. Storage of this volume of material has become a problem, since the space it now occupies must be vacated to permit installation of new equipment.

2. It is requested that RID be permitted to transfer the 276 Records Center boxes to the Agency Records Center for temporary storage. We propose to ship the material under two job numbers, one job to consist of 142 cubic feet and the other 134 cubic feet. RID will recall this material for review in January 1964.

3. Your concurrence in this matter will be greatly appreciated.

[]

Chief, RID

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*Original & 1 copy to Records Center 10/2/62
Approved [] Notified via
telephone 10/2/62*